
Departmental Quarterly Performance Report

Miami-Dade Housing Agency

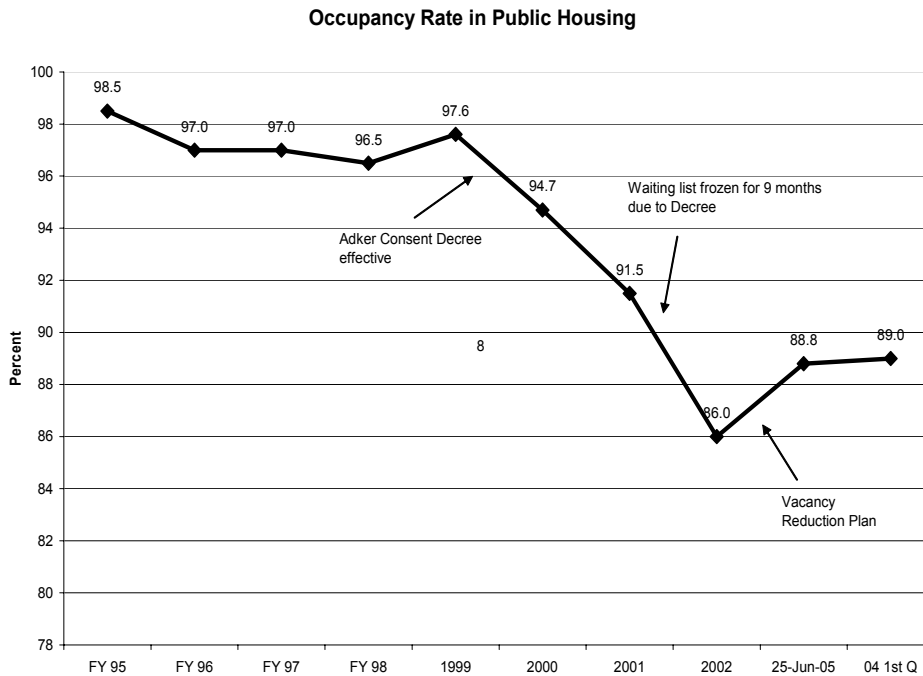
**Reporting Period:
FY 2003-04
1st Quarter**

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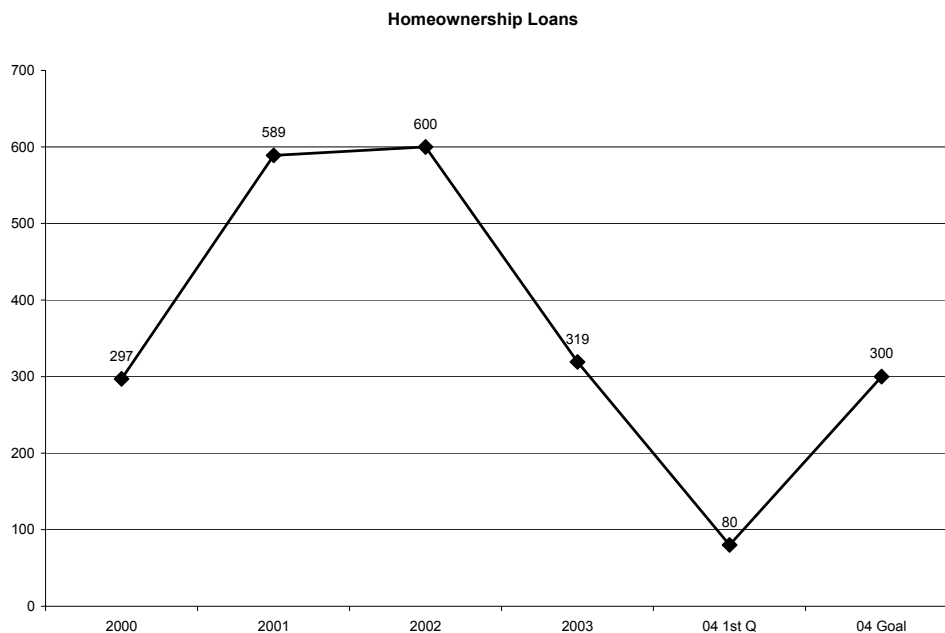
MAJOR PERFORMANCE INITIATIVES

Achieve a 90% occupancy rate in public housing



☒ Strategic Plan
☒ Business Plan
☐ Budgeted Priorities
☒ Customer Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____
 (Describe)

Issued 80 home ownership loans valued at \$2.7 million, 28 home rehabilitation loans valued at \$611,000 and 5 multi-family loans valued at \$3.2 million through the affordable housing program from October 2003 through December 2003



☒ Strategic Plan
☒ Business Plan
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<p>Achieve a 97% lease-up rate in Private Rental Housing</p> <p style="text-align: center;">Section 8 Average Lease-up Rate</p> <table border="1"> <caption>Section 8 Average Lease-up Rate Data</caption> <thead> <tr> <th>Year/Quarter</th> <th>Percent</th> </tr> </thead> <tbody> <tr> <td>1999</td> <td>90.0</td> </tr> <tr> <td>2000</td> <td>89.9</td> </tr> <tr> <td>2001</td> <td>89.0</td> </tr> <tr> <td>2002</td> <td>87.7</td> </tr> <tr> <td>2003</td> <td>94.0</td> </tr> <tr> <td>04 1st Q</td> <td>102.0</td> </tr> <tr> <td>04 Goal</td> <td>97.0</td> </tr> </tbody> </table>	Year/Quarter	Percent	1999	90.0	2000	89.9	2001	89.0	2002	87.7	2003	94.0	04 1st Q	102.0	04 Goal	97.0	<p><input checked="" type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input checked="" type="checkbox"/> Customer Service</p> <p><input checked="" type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
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<p>Demolition of Sector I of the Scott Homes Development began in December 2003. This is part of the Housing Opportunities for People Everywhere (HOPE VI) redevelopment project: 82 percent of units have been vacated, 70 percent of the residents relocating selected Section 8 vouchers; temporary plat for Sector 1 has been approved incorporating T-Plat Committee comments..</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input checked="" type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>																
<p>The Beautification Program in the HOPE VI target area continues to be successful with the second phase underway. To date 442 homes have been beautified and 34 small contractors have been certified. Developers in the award winning Infill Program are being encouraged to use these newly certified contractors in the construction of new homes.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input checked="" type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>																
<p>Reviewed and approved 24 county-owned lots suitable for in-fill; 56 lots were bid and approved for private developers and 27 lots were conveyed to not-for-profit organizations. Conducted 38 housing quality standard inspections.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input checked="" type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>																

PERSONNEL SUMMARY

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A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	714	758	712	46						

Notes:

B. Key Vacancies

One key position is vacant but recruitment is on hold pending an organizational review.

C. Turnover Issues

Turnover is normal.

D. Skill/Hiring Issues

None at this time.

E. Part-time, Temporary and Seasonal Personnel

Part-time: Current Budget: 120 with accelerated vacancy reduction teams; filled 105. Part-time positions will be reduced during the next fiscal year. Part-time positions were intended to be cut from the budget due to financial reasons, but during the budget hearings in September 03, monies were identified to keep 47 part-timers from losing their jobs.

Temporary Personnel: 56, a reduction of 14 personnel from earlier in the year.

Comments

Surtax balance is misleading. There are commitments for funds exceeding the \$9 million; not all commitments require transfer of funds right away. There may be a time in the near future where Surtax may need to borrow against pooled cash to make its financial commitments.

STATEMENT OF PROJECTION AND OUTLOOK

This is the first year in over a decade that MDHA does not have funding for police and major social services, which were lost due to the termination of the federal DEG program. Vacancies in public housing continue to be high due to the challenges of implementing the Adker Consent Decree. It is hoped that in the near future, through negotiations with HUD and the plaintiff's attorneys, some relieve from parts of the decree will allow for faster filling of vacancies.

Notes and Issues: None.

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FINANCIAL SUMMARY

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR 2003-04						
		Total Annual Budget	1st Quarter*		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
♦ Surtax	\$37,845	\$52,299	\$16,825	\$15,122	\$16,825	\$15,122	(\$1,703)	29
♦ SHIP	22,099	14,530	8,883	26,511	8,883	26,511	17,628	182
♦ Section 8	131,002	117,699	29,425	32,082	29,425	32,082	2,658	27
♦ Housing	67,305	59,383	14,846	11,556	14,846	11,556	(3,389)	19
♦ Other	3,645	3,451	863	623	863	623	(240)	18
Total	\$261,896	\$247,362	\$70,842	\$85,896	\$70,842	\$85,896	\$15,054	35
Expense								
Personnel	\$42,517	\$43,781	\$10,945	\$9,773	\$10,945	\$9,773	(\$1,172)	22
Operating	175,253	201,326	50,332	39,830	50,332	39,830	(10,502)	20
Capital	2,737	2,255	564	85	564	85	(479)	4
Total	\$220,507	\$247,362	\$61,841	\$49,688	\$61,841	\$49,688	(\$12,152)	20

*The budget column assumes 25% spending for each quarter; due to the nature of project approvals for loan programs and other spending, MDHA's expenditures will not reflect this assumption. That is, spending for loan projects (shown in the operating line) occurs towards the middle and end of the year and not in the first quarter.

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
Surtax	\$12,174	\$3,000			
SHIP	17,234	5,000			
Total	\$29,408	\$8,000			

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature _____ Date _____
 Department Director